

**MEMORANDUM OF UNDERSTANDING  
BETWEEN GODDARD SPACE FLIGHT CENTER  
&  
AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES  
LOCAL 1923**

1. This Memorandum of Understanding (MOU) is entered into, by and between, Goddard Space Flight Center (GSFC) (“Employer” or “Agency”) and the American Federation of Government Employees (AFGE), Local 1923 (“Union”), also referred to as the parties.

2. The purpose of this MOA is to identify the negotiated agreed to issues, by the parties, pertaining to the forthcoming GSFC Traffic Management Policy.

3. The parties agree to the following:

- a. Management ensures the enforcement of the Traffic Management policy will be in a fair, equitable and non-discriminatory manner.
- b. The Wallops Flight Facility Security Officers who have the authority to issue citations for traffic management violations are properly trained, qualified, and certified. A Security Officer is required to pass standards and obtain certifications, some of which are equivalent to Virginia State law enforcement standards and certifications.
- c. “GSFC employees who receive a citation for violation of the Traffic Management Policy that results in point assessment or suspension may appeal the citation, in writing, to the GSFC Deputy Chief of the Protective Services Division within five (5) working days from receipt of the citation or notice of suspending driving privileges. The appeal must contain the reasons for reconsideration and any material fact, underlying hardship, or mitigating circumstances. Suspension or points assessments associated with the violation will not be assessed pending the decision of the appeal. Appeals may result in the sustaining of the citation or mitigation of the citation resulting in either the suspension being held in abeyance or the citation being reduced to a lesser charge or warning.
- d. If a GSFC, AFGE bargaining unit employee (BUE) is not satisfied with the Deputy Chief’s decision, the BUE may grieve the decision in accordance with the Negotiated Grievance Procedure beginning at Step 2.
- e. An employee with suspended driving privileges will be afforded an opportunity to request a telework arrangement in accordance with (NPR) 3600.2, with the exception that the supervisor’s response must be within 7 working days instead of within 2 pay periods.
- f. Management will post a legible copy of the agreement covering this matter on the Office of Human Capital Management (OHCM) website

under GSFC-AFGE Collective Bargaining Agreement, currently found at [http://ohcm.gsfc.nasa.gov/Labor\\_Relations/AFGE/afgecontents.htm](http://ohcm.gsfc.nasa.gov/Labor_Relations/AFGE/afgecontents.htm), no later than five (5) working days before the policy's effective date.

- g. Management will provide notice to all personnel of the revised Traffic Management Policy, and provide a copy of such, no later than five (5) working days before the policy's effective date. Management will provide in the MOU where the revised policy can be found on the web.

3. The parties agree items a and c above will be published in the forthcoming GSFC Traffic Management Policy.

4. The parties agree to this MOU as written above.

FOR AGENCY:

  
Edward A. Bohl III      3/26/12  
Labor Relations Officer      DATE  
GSFC

FOR AFGE LOCAL 1923:

  
Ben Robbins      3-29-12  
Vice President      DATE  
AFGE, Local 1923

  
Caroline Massey      3/26/12  
Assistant Director      DATE  
Management Operations  
GSFC, WFF